

The FY09 DHS HSGP stakeholder involvement continues the process of regional meetings and focus on the specific target capabilities of a priority to the Commonwealth. Enhancing the features already refined during the progression of the FY06-FY08 grant cycles, will be the development of a comprehensive grant workbook and process for regional/locality project submission. The information shared with local share stakeholders will be enhanced by up front inclusion of the appropriate state target capabilities. Target Capability Leads will be involved in developing the materials, message, project form and evaluation process as well as involved in the review and selection of the projects to include in the local share portion of the grant application.

The intent is to:

- Provide more information on state and local initiatives to date for all local stakeholders
- Offer a voice to regions/localities regarding specific project needs
- Use the regional/locality voice to better define the specific local share projects to be funded with FY09 funds
- To know, upon the award of the FY09 funds, how the local share will be distributed, managed and exactly what it will fund thereby allowing for quick distribution of funds.

As the process of involving the local stakeholders has evolved, the successes and gaps have been identified below.

Success

- Regional stakeholder meetings (FY08 and PSIC) were success in not only providing a forum to discuss the progress to date on a variety of state/local initiatives, but also gave localities a better understanding of regionalism and understanding of the grant process
- Regional/locality project submission (PSIC) allowed the grant to focus investments not only on the gap and solution, but to identify the locality(s) that would receive funds and describe the benefit that those funds would have on a specific area. This same region/locality project submission process is used in other states for the HSGP grant and provides that state a clear snapshot of exactly who and what will be funded at the local level.
- The peer review (Lead) evaluation and ranking of the projects submitted (PSIC) allowed the investments to be written in a more specific way. This allowed the investments to name the region(s)/locality(s) of the state that would benefit from the funding. It gave specific points of contact for each project included in the grant for follow up between submission and funding, thereby speeding up the cycle of moving the funds to a sub-recipient award.
- During the evaluation and ranking of projects submitted (PSIC), the Leads were able to assign approximate monetary values on each investment. Once the projects within an investment had met the monetary limit, other projects were placed on hold. As a specific project within an investment dropped out, projects on hold could move up into the investment for funding as they were already in priority order, with project scope and initiative type already approved within the investment.

Gaps

- The DHS HSGP grant program has solicited projects after the grant award is completed in the past. Since each grant is on a three year performance period, nearly a year of administrative time was used to receive the award, identify how much of each investment will be funded, develop a process to competitively solicit projects, evaluate and award the projects, hold training for those sub-recipients, and finally begin the local initiative.
- When the grants funds are announced by DHS, at the state level we have been unable to articulate which regions/localities will receive funds and exactly what they will do with those funds to address a gap.

This new process for the FY09 DHS HSGP grant program addresses these gaps by building upon the success of previous grant cycles while enhancing the process with lessons learned from PSIC and discussions with other states (PSIC and HSGP peer review, UASI annual conference).

The FY09 DHS HSGP stakeholder process as follows:

1. OCP/VDEM, with significant input from the selected target capability Leads, develop a FY09 DHS HSGP grant process and website.
 - a. These target capabilities (Mission area) / Lead include:
 - i. CBRNE Detection (Prevent) / Greg Britt - VDEM
 - ii. Communications (Common) / Constance McGeorge - OCP
 - iii. Community Preparedness and Participation (Common) / Linda Rubin & Bob Spieldenner - VDEM
 - iv. Counter-Terror Investigation and Law Enforcement (Prevent) – Sam Hoffman - DCJS
 - v. Critical Infrastructure Protection (Protect) – Mike McAllister - OCP
 - vi. Mass Care (Sheltering, Feeding and Related Services (Respond) – Patricia Snead – DSS & Amy Ettinger/Don Butts - VDACS
 - vii. Medical Surge (Respond) – Bob Mauskapf & Amanda Davis - VDH
 - viii. Planning (Common) – Ted Costin - VDEM
2. OCP/VDEM schedule, announce and collect registration for seven, three-hour regional RPAC stakeholder meetings to be held in Dec. The meeting announcements will be sent to RPAC plus members (RPAC, Emergency Managers, VDEM Grant Alerts list serve, through all Target Capability Leads above)
3. OCP/VDEM will facilitate RPAC plus stakeholder meetings, walking participations through the FY09 DHS HSGP grants, project submission form, project evaluation process and timelines.
4. Regions/Localities submit projects. Projects, based on target capability, are distributed to the appropriate Lead. Lead facilitates an evaluation process to determine a) feedback to region/locality on the submission and b) which projects to include in the grant application process.
5. Regions/Localities receive feedback on project submissions. OCP/VDEM releases information on the projects that will be included in the grant application along with the timelines/plans for scaling back the grant based on award amount.
6. Investment justifications are drafted by Target Capability Leads and OCP/VDEM puts all investment justifications into final format then submits the grant application.